Academic Honesty on an Eberly College *Academic Integrity* Web page.

5. In syllabus, include the url address for: 1) the online IUP Undergraduate Catalog *Academic Integrity Policy* (note the page numbers); and 2) Eberly *Academic Integrity* Website.

6. Discuss academic integrity when reviewing syllabus. What does it mean? Explain plagiarism* and how unfair it is to the person who did the original work   what if the situation was reversed?

7. Make sure that individual faculty policies/expectations, along with the cheating violation sanctions, are stated in the syllabus.

8. Some faculty may want to distribute a one-page handout regarding academic integrity as it pertains to their individual course. Then, require students to sign this statement indicating that they have read and understand the policy outlined in the syllabus.

9. Bring in speakers to address ethical issues, hold workshops, incorporate into classroom discussions, build ethics cases into courses, conduct a video challenge competition, etc.

*Plagiarism
ideas, or data in your work of writing without giving proper credit or reference to the creator. In other words, you present another

(See http://www.iup.edu/page.aspx?id=62077.)

i. Allow no cell phones visible during testing

j. Allow no drinks, water bottles, food, ball caps, or backpacks during testing. Have moved away from

k. Use random seating arrangements during tests

l. Make arrangements to move to the Eberly auditorium or a larger room for testing so that students can be spaced apart

m. Have students provide notes, outlines, drafts, and sources before final paper

n. Utilize Turnitin.com to check the integrity of research papers for either the entire class or a random sample. (The syllabus should indicate the fact that papers will be subjected for some form of audit.)

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(ECOBIT AICPC)

Suggestive Faculty Good Practices

The following measures have proven to be effective in deterring cheating:

1. Stress the importance of learning rather than grade earned.
2. Review pertinent materials from prerequisite courses.
3. Review material prior to testing.
4. Do not start new material until students have been tested or completed prior material and resolve questions regarding concepts already taught.
5. Provide examples that highlight concepts and focus on analysis. Consider providing formulas, if appropriate. Stress importance of application rather than memorization and test that way.
6. Encourage questions and give pop quizzes at end of class.
7. Provide online notes and practice quizzes to reinforce the lecture materials.
8. If take-home exams are used, make sure students understand whether or not working together is acceptable.
9. Take advantage of all resources and technology available.
10. Emphasize that **you** take cheating seriously.

NOTE: Students are also strongly encouraged to report acts of cheating/plagiarism to instructors. After such discussion, if the student believes that the faculty member is still not doing what is necessary to combat the situation, it is recommended that the student then speak with the chair, and perhaps the dean. Reporting students must be assured of anonymity.

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Recommended Benchmark Sanctions for Cheating Violations

There is no common standard for penalizing specific types of violations of academic integrity. A consensus across the faculty, if possible, may benefit individual faculty members in selecting penalties for violations. The Committee recommends the following but understands that each individual faculty member has the option to use alternative sanctions if he/she chooses.

- If a student is found to have cheated/plagiarized on an assessment task, the first violation may result in a zero (0) for that

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Civility

IUP Civility Statement: *IUP aspires to promote the growth of all people in their academic, professional, social, and personal lives.*[1] Creating an optimal learning classroom is an important part of meeting that aspiration. In order to achieve that learning experience, both faculty and students should:

- treat each other with respect
- not use words to embarrass, intimidate, threaten, harass, or create a hostile, offensive environment
- make sure cell phones/beepers are off
- not eat or drink in classrooms/labs

1-Source: http://www.iup.edu/page.aspx?id=24643

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